



Colorado Springs Municipal Airport Advisory Commission

John Maier
Presenter

Municipal Airport Advisory Commission Rules and Procedures



Request City Council Approve an Amendment to the Airport Advisory Commission's Rules and Procedures

(Last Amended May 2015)

Municipal Airport Advisory Commission Rules And Procedures



All Proposed Revisions to the Airport Advisory
Commission Ordinance are Incorporated

Municipal Airport Advisory Commission Rules and Procedures



Part 1 Purpose and Applicability

No changes

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Part 2 Meetings

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Meetings

- The Chair may Change the Place, Time and Date of a Regularly Scheduled Meeting with Reasonable Notice to the Commission and the Director of Aviation (The Director)
- A Special Meetings May be Called by the Chair with 24-hour Prior Written Notice to the Commission Members and The Director
- Annual Election of Chair and Vice-Chair will be Conducted During the Regularly Scheduled October Commission Meeting
- An unscheduled Vacancy of the Chair/Vice Chair shall be Filled at the Next Regular Meeting of the Commission.

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Meetings (Continued)

- The Meeting Agenda shall be Distributed at least 3 Business Days prior to All Regularly Scheduled Commission Meetings
 - Agenda changes must be submitted to the Director at least 24 hours prior to the Meeting
 - A Summary of all Previous Action taken by the Commission shall be included in the Agenda for any Item Previously Brought Before the Commission
- Agenda Exhibits may be submitted to the Director Electronically
- Agenda Items may be Postponed by The Director or City Attorney unless objected to by a Majority Vote of the Commission
- The Commission's Legal Advisor must determine in Advance that the Intended Purpose of an Executive Session is Permitted under Law

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Part 3

Procedures

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Procedures

- Commission Attendance Policy Revised and Updated
 - Chairman has discretion to determine if absence was for “Good Cause”
 - Rules no longer prescribe a Specific Number of Absences as Reason for Recommending “Excusal” from Commission Membership to City Council
- Commissioners may now Attend Meetings via Telephone, Video Conference or other Digital Media
 - Commissioner Must demonstrate “Good Cause” for the request
 - Meeting must otherwise comply with the Open Meeting Law
- If Quorum not Maintained Following a Member’s Departure, No Further Business may be undertaken, and the Meeting Must be Adjourned
- Liaison Members Shall Not participate in Discussions which are Quasi-Judicial in Nature

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Questions ?